

Overview of the FCPA Camp/Class Accommodation Process

Worth Noting: Leisure coaching IS A LIMITED RESOURCE.
Transitional support into FCPA camps/classes is based on availability and need. The maximum level of support is generally 3 days of camp during a given week and should not be construed to serve as 1:1 support (they often support multiple customers). Classes maintain some flexibility based on the progress of the customer. If additional support is needed in a camp or class to help meet the code of conduct, parents, under the ADA, may provide their own support (self, therapist, aide, babysitter, etc.).

******Effective Mid-August through Labor Day: Camp access to leisure coaches is generally non-existent. Leisure Coaches (teachers, instructional assistants, and college students) generally return to school during that time frame. ADA accommodations and an accommodation plan are provided for the camp staff/customer******

- ✓ Request for accommodations from parent/guardian
- ✓ Customer Profile Form sent to customer (must be updated annually)
- ✓ Inclusion Specialist assesses general needs and determines if a Leisure Coach (LC) will support the customer's transition into camp or provide information only (in the form of a written accommodation plan) to staff
- ✓ Parent is notified if a LC is assigned to the customer and provides contact information by Friday noon of the week prior to the start date.
- ✓ The assigned LC contacts the parent prior to the start date
- ✓ Regardless as to whether or not a LC is assigned to support the transition into camp, a written Accommodation Plan will be completed by the Inclusion Specialist or LC detailing needs and strategies (information gleaned from parent feedback, profile form, and generally the first day camp/class experience). This plan will be effective by the second day of camp/class
- ✓ Accommodation plan verified by parent and shared with site staff
- ✓ Inclusion Specialist monitors implementation of accommodation plan
- ✓ Inclusion Specialist/LC/camp staff/parent collaborate as to customer's progress/evaluation of services
- ✓ The office maintains the customer's file and supporting documentation of the experience

FCPA Code of Conduct

All customers enrolled in Fairfax County Park Authority programs agree to meet and sign the rules *of conduct* document (in your standard camp/class paperwork). ADA accommodations provide customers with disabilities support to help meet the rules of conduct. The ADA Coordinator reserves the right, on behalf of the agency, to terminate participation in the program if the customer cannot follow the rules of conduct. *Every effort* will be made to provide appropriate accommodations before terminating participation.

- ☐ **Must be able to maintain personal care without support of FCPA staff or FCPA volunteers (parents can provide personal care assistance if needed)**
- ☐ **Stay with his/her assigned group**
- ☐ **Respect others (listening & following directions; using appropriate language; keeping hands and feet to self)**
- ☐ **Maintain self-control (anger management)**
- ☐ **Meet the prerequisites for the program (age and other if required for participation)**